

INTRODUCTION



The City of Blue Lake (OA) Emergency Plan (EOP) identifies the City's emergency planning, organization, policies, procedures, and response to extraordinary emergency situations associated with natural disasters, technological incidents, and national security emergencies. The plan also addresses integration and coordination with other governmental levels when required.

This Emergency Plan accomplishes the following:

- ❑ Establishes the emergency management organization required to mitigate any significant emergency or disaster affecting the emergency operational area.
- ❑ Identifies the responsibilities, policies and procedures required to protect the health and safety of Blue Lake population, public and private property, and the environmental effects of natural and technological emergencies and disasters.
- ❑ Establishes the operational concepts and procedures associated with field response to emergencies, City Emergency Operations Center (EOC) activities, and the recovery process.

This plan is based on the function and principles of the California Standardized Emergency Management System (SEMS), the California Incident Command System (ICS), and the National Incident Management System (NIMS) which identifies how the Blue Lake emergency operational system fits in the overall California emergency management system during response and recovery operations. **It is important to stress that this plan is based upon Functions, not the number of personnel.** One person may be called upon to perform all functions, as needed. In a major event, the duties of each function can be assigned to individuals as the staff size grows to respond appropriately to the event.

The plan addresses how the Operational Area will respond to extraordinary events or disasters, from preparation through recovery. A hazard analysis and probability matrix is also included in the plan. The responsibilities of each department are identified in matrices, which are based on each identified hazard or threat. The development of departmental Standard operating Procedures (SOPs) is discussed, including what each department will include in its own SOPs.

The City of Blue Lake Emergency Plan will be approved by the City Council. The City's Director of Emergency Services is responsible for reviewing the entire plan on an annual basis, and coordinating the revision of the plan as required. Each department manager is responsible for reviewing its SOPs on an annual basis and coordinating the revisions of the procedures with the City's Office of Emergency Services. Special Departments and other agencies serving City of Blue Lake are responsible for following this plan, and developing procedures to fulfill their stated responsibilities. The City's Office of Emergency Services will be responsible for maintaining records of revisions.

CONCEPT OF OPERATIONS

The City of Blue Lake response to disasters is based on four phases:

- Increased readiness;
- Initial response operations;
- Extended response operations; and
- Recovery operations.

During each phase, specific actions are taken to reduce and/or eliminate the threat of specific disaster situations. In coordination with the City and Incident Commanders, the Director of Emergency Services, or the Director's designee, will determine the phase and initiate the appropriate level of alert for response agencies, including the activation of the Emergency Operations Center (EOC) as required.

(Previously referred to an Emergency Services Coord.)

Increased Readiness

Upon receipt of a warning or observation that an emergency situation is imminent or likely to occur soon, the City Office of Emergency Services will initiate actions to increase its readiness. Events that may trigger increased readiness activities include:

- Issuance of a credible long-term earthquake prediction;
- Receipt of a flood advisory or special weather statement;
- Conditions conducive to wildland fires, such as the combination of high heat, strong winds, and low humidity;
- An expansive hazardous materials incident;
- Information or circumstances indicating the potential acts of violence or civil disturbance; and
- Information or circumstances indicating breach of national security.

Increased readiness activities may include, but not limited to, the following activities:

- Briefing of the City Manager and key officials about the situation;
- Reviewing and updating of the emergency plan and related SOPs;
- Increasing public information efforts;
- Inspecting critical facilities and equipment; including testing warning and communication systems;

- Recruiting of additional staff and Disaster Service Workers (DSW);
- Warning threatened elements of the population;
- Conducting precautionary evacuations in the potentially impacted area(s);
- Mobilizing personnel and pre-positioning resources and equipment; and
- Establishing or activating staging areas.

Initial Response Operations

City of Blue Lake initial response activities are primarily performed at the field response level. Emphasis is placed on minimizing the effects of the emergency or disaster. Field responders will use the Incident Command System (ICS) to organize response to the emergency or disaster, incorporating the functions, principles and components of ICS (i.e., unified command, action planning, span of control, hierarchy of command, etc.).

Examples of initial response activities include:

- Making all necessary notifications, including the Governor's Regional Office of Emergency Services;
- Disseminating warnings, emergency public information, and instructions to the citizens of the City of Blue Lake;
- Conducting evacuations and/or rescue operations;
- Caring for displaced persons and treating the injured;
- Conducting initial damage assessments and surveys;
- Assessing need for mutual aid assistance;
- Restricting movement of traffic/people and unnecessary access to affected areas;
- Establishing Unified Commands;
- Coordinating with state and federal agencies working in the field; and
- Developing and implementing Incident Action Plans.

Extended Response Operations

The Blue Lake Operational Area extended response activities are conducted in the field and the Emergency Operations Center (EOC). Blue Lake EOC is located at the Fire Station at corner of Greenwood and First Street.

Extended emergency operations involve the coordination and management of personnel and resources to mitigate an emergency and facilitate the transition to recovery operations. Field response personnel will continue to use the Incident Command System (ICS) to manage field operations. EOC staff will support field response personnel in mitigating the effects of the disaster.

Examples of extended response activities include:

- Preparing detailed damage assessments;
- Operating mass care facilities;
- Conducting coroner operations (as directed by the Sheriff's Department and OA)
- Procuring required resources to sustain operations;
- Documenting situation status;
- Protecting, controlling, and allocating vital resources;
- Restoring vital utility services;
- Conducting advance planning activities;
- Documenting expenditures;
- Developing and implementing Action Plans for extended operations;
- Disseminating of emergency public information;
- Declaration of a local emergency;
- Prioritizing resources allocation; and
- Inter/multi-agency coordination.

SEMS/NIMS Functions: EOC staff will be organized in accordance with the five Standard Emergency Management System (SEMS) and the National Incident Management System (NIMS) functions: Management, Operations, Planning/Intelligence, Logistics, and Finance/Administration. The components and principles of SEMS/NIMS will be used by the EOC staff to manage disaster operations. EOC staff will establish measurable and attainable objectives to be achieved for a given operational period.

An EOC Action Plan Will Be Developed For Each Operational Period.

When the EOC is activated, communications and coordination will be established between the Incident Commander(s) and the EOC. Communications and coordination will be established between the Humboldt Operational Area EOC, when activated, and the California OES Coastal Region REOC. Multi-agency or inter-agency coordination will be used by EOC staff to facilitate decisions for overall local government level emergency response activities.

Mutual Aid: City of Blue Lake is within the California Governor's Office of Emergency Services Mutual Aid Region II. The mutual aid region facilitates multi-agency and multi-jurisdictional coordination, particularly between State OES and the Operational Area, including state agencies, local governments and special Departments, in emergency operations. The Mutual Aid System is the system that allows for the progressive mobilization of resources to/from emergency response agencies, local governments, Operational Areas, regions, and the state with the intent of providing adequate resources to requesting agencies. City of Blue Lake is located in the State of California OES Coastal Region and is part of Mutual Aid Region II for Law Enforcement, Coroner, Emergency Medical, and Fire Services. Within the framework of the California Disaster and Civil Defense Master Mutual aid Agreement, several discipline-specific mutual aid coordinators will operate from the City of Blue Lake Operational Area EOC, (i.e. fire and rescue, law enforcement, medical, public health, and public works). Mutual aid requests for these disciplines will be coordinated through the coordinators at the City Operational Area EOC.

Once the City of Blue Lake EOC is activated, communications will be established between the EOC and these discipline-specific Operational Area mutual aid coordinators. All other requests for assistance will flow through the appropriate Operational Area SEMS function. The Operational Area, when requesting mutual aid will remain in charge and retain overall direction of personnel and equipment provided through mutual aid.

Recovery Operations

As the immediate threat to life, property, and the environment subsides, the rebuilding of City of Blue Lake will begin through various recovery activities. Recovery activities involve the restoration of services to the public and rebuilding the affected area(s). Recovery activities may be both short-term and long-term, ranging from restoration of essential utilities such as water and power, to mitigation measures designed to prevent future occurrences of a given threat facing the operational area. Recovery Operations overview can be found in Appendix C of this plan. The Appendix covers the recovery process in detail, describing roles and responsibilities and procedures for accessing the federal and state disaster assistance programs that are available to individuals, businesses, special Departments, and the City.

Examples of recovery activities include:

- Restoring all utilities;
- Establishing and staffing Local Assistance Centers and Disaster Assistance Centers;
- Applying for state and federal assistance programs;
- Conducting hazard mitigation analysis;
- Identifying residual hazards; and
- Determining and recovery costs associated with response and recovery.

CONTINUITY OF GOVERNMENT

The concept of Continuity of Government is comprised of three elements: Standby Officers for the Governing Body, Temporary Seat of Government and the Preservation of Vital records.

A major disaster could result in the death or injury of key government officials, the partial or complete destruction of established sets of government, and the destruction of public and private records essential to continued operations of government.

Government at all levels shall be responsible for providing continuity of effective leadership and authority, direction of emergency operations and management of recovery operations. To this end, it is particularly essential that the City of Blue Lake, all Special Departments and Humboldt County continue to function as governmental entities. The California Government Code and the Constitution of California provide the authority for state and local government to reconstitute itself in the event incumbents are unable to serve.

City of Blue Lake Director of Emergency Services

The City Council has appointed a successor to the position of Director of Emergency Services. Should the Director of Emergency Services be unable to serve, Individuals who hold permanent appointments to the following positions in government will automatically serve as Acting Director, in the order shown, and serve until a successor has been appointed by the Council, and seated. An individual serving as Acting Director will have the authority and powers of the Director.

Alternate: **Public Works Supervisor**

Lines of Succession

California Government Code Section § 8638, Article 15, Chapter 7, Division 1, Title 2 requires the appointment of up to three standby officers for each member of the governing body. This article also provides for the succession of officers who head departments responsible for maintaining law and order, or for furnishing public services relating to health and safety. Additionally, Article 15 outlines procedures to assure continued functioning of political subdivisions in the event the governing body, including standby officers, are unavailable to serve. The standby officers shall have the same authority and powers as the regular officers or department heads.

The succession list complying with Article 15 for the City of Blue Lake is provided by resolution of the City Council, and may be amended from time to time.

Reconstitution of the Governing Body

California Government Code Section § 8635 et seq., Article 15, Chapter 7, Division 1, Title 2, establishes a method for reconstituting the governing body. It authorizes that, should all members, including all standby officers, be unavailable, temporary officers shall be appointed by the Chairman of the Board of the County in which the political subdivisions are located or by the Chairman of the Board of any other County within 150 miles.

California Government Code Section § 8642 of Article 15 authorizes local governing bodies to convene as soon as possible whenever a state of emergency or local emergency exists and a place not necessarily within the political subdivision. Under Article 15, the duties of a governing body during emergencies include ascertaining the damage to the jurisdiction and its personnel and property, reconstituting itself and any subdivisions, and performing functions in preserving law and order and furnishing local services.

California Government Code Section § 23600, Article 1, Chapter 4, Division 1, Title 3 provides that the City Council shall designate one or more alternative temporary city seats within or outside of City boundaries (The city can not purchase real property for seats outside City boundaries). A resolution designating the alternative City seats must be filed in appropriate City/County and in any alternative City/County. Additional seats may be designated subsequent to the original site designations of circumstances warrant.

The designation of a temporary alternative seat location of City government outside of City boundaries for the City of Blue Lake is:

Alternate: McKinleyville Community Services District Offices

Preservation of Vital Records

City of Blue Lake City Clerk's Office is responsible for the preservation and protection of vital records. Each department within City of Blue Lake will identify, maintain, and protect its vital records. Vital records are defined as those records that are essential to the rights and interests of individuals, governments, corporations and other entities, including vital statistics, land and tax records, license registers, and historical information.

Vital records also include those records essential for emergency response, recovery operations, including utility system maps, emergency supplies, equipment locations, emergency operational plans, procedures, and personnel rosters.

These vital records will be essential to the re-establishment of normal City of Blue Lake government functions, serving to protect the rights and interests of government. These rights and interests may include the constitutions, charters, statutes, ordinances, court records, official proceedings and financial records of the City of Blue Lake.

City of Blue Lake Lines of Succession

<u>Department</u>	<u>Successor Title/Position</u>
<u>City Manager</u>	<u>Business Office Supervision</u>
<u>Sheriff</u>	<u>City of Arcata Police Department</u>
<u>City Attorney</u>	<u>Appointed by the Mayor</u>
<u>Public Works</u>	<u>McKinleyville Community Services</u>
	<u>District</u>

RELATIONSHIP TO THE STANDARDIZED EMERGENCY MANAGEMENT SYSTEM And THE NATIONAL INCIDENT MANAGEMENT SYSTEM

The City Operational Area (OA) is responsible for emergency response within its geographical boundaries. The *California Emergency Services Act* requires the OA to manage and coordinate the overall emergency response and recovery activities within its jurisdiction. During disasters, it is required to coordinate emergency operations with OES Coastal Region and, in some instances, other Operational Areas and local governments.

Under the Standardized Emergency Management System (SEMS), and National Incident Emergency Management System (NIMS), the City has responsibilities at two levels: The **Field Response** and **Local Government** levels.

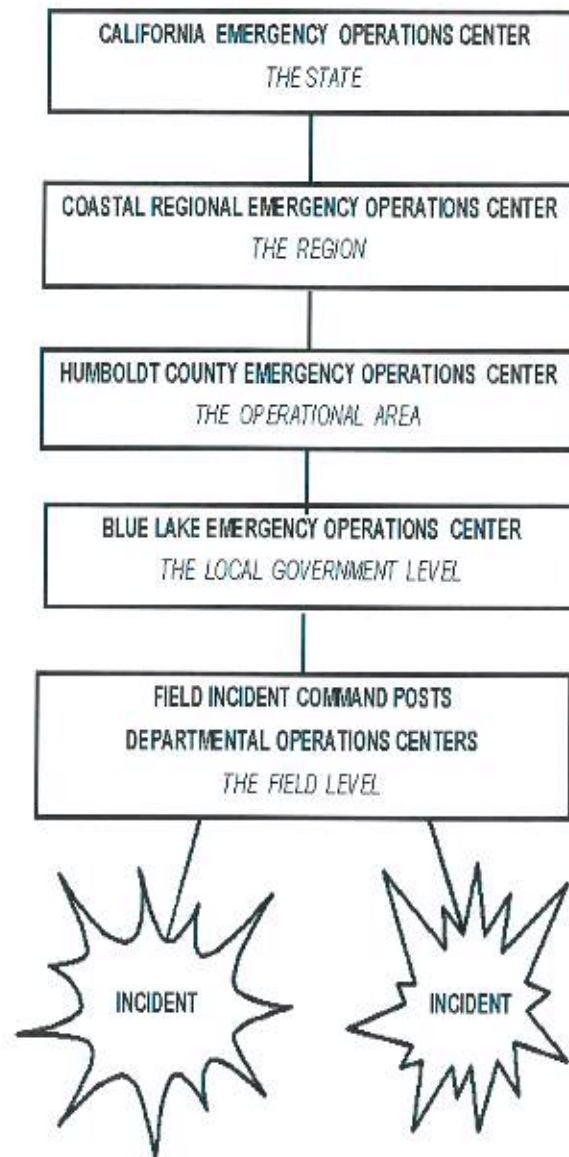
At the field response level, all agencies will use the Incident Command System (ICS) to standardize the emergency response.

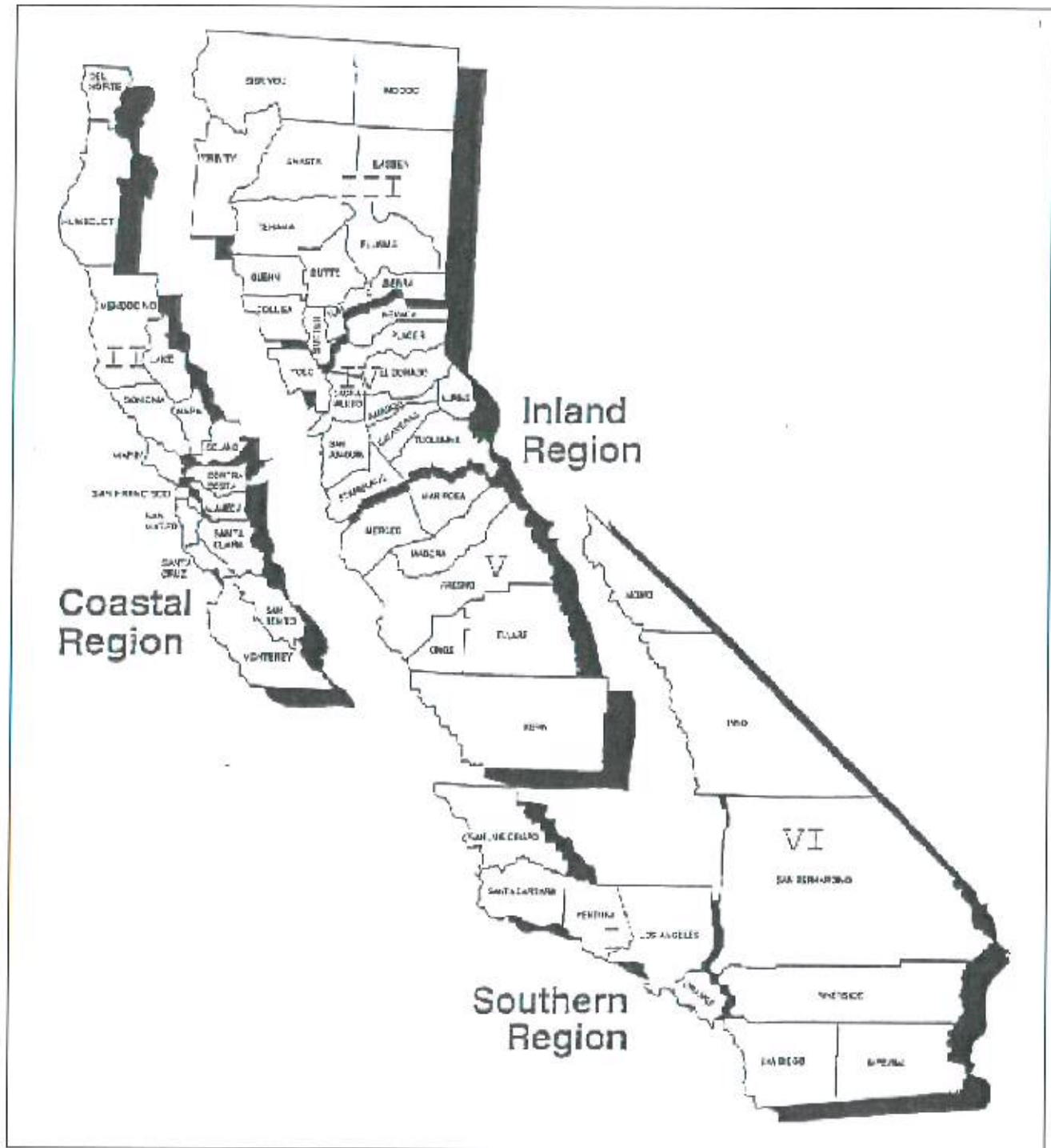
At the City of Blue Lake level, a designated Emergency Operations Center (EOC) is used as the central location for gathering and disseminating information, coordinating all jurisdictional emergency operations, and coordinating with the Governor's Office of Emergency Services, Coastal Region EOC.

The following diagram depicts the relationship between local governments, special Departments, the City of Blue Lake Operational Area, and the State OES Coastal Region Emergency Operations Center (REOC).

STANDARDIZED EMERGENCY MANAGEMENT SYSTEM

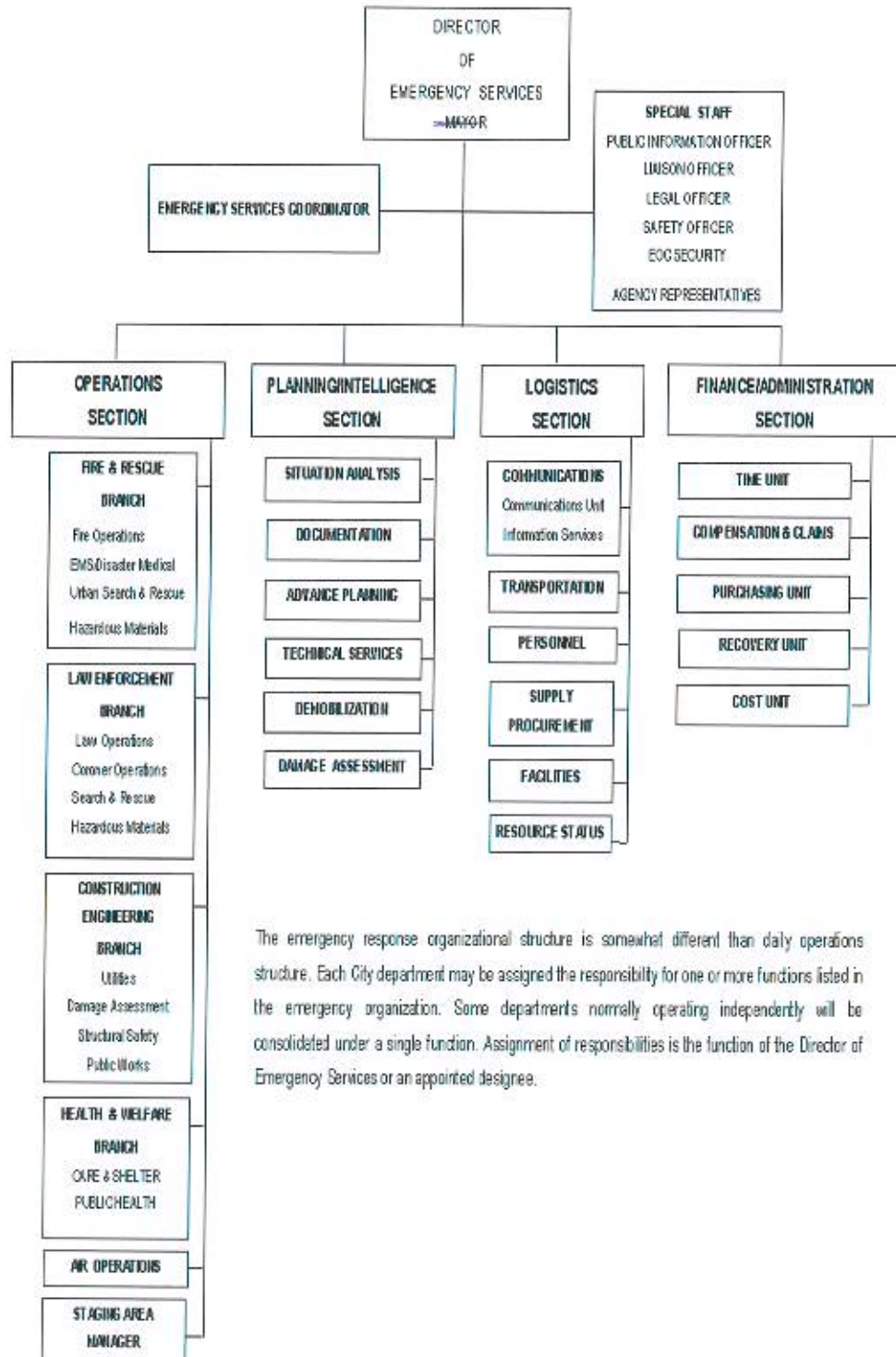
FIVE LEVEL EMERGENCY RESPONSE ORGANIZATION





(To be utilized if fully staffed)

**CITY OF BLUE LAKE
EMERGENCY MANAGEMENT ORGANIZATION**



CITY OF BLUE LAKE
EMERGENCY MANAGEMENT ORGANIZATION
(JANUARY 12, 2016)



Key

CM: City Manager
S-LT: Sheriff Lieutenant (Blue Lake)
P: Planner
PWS: Public Works Supervisor
BS: Business Supervisor
CC: City Clerk

(This is a simplified realistic Emergency Management Organization)

HAZARD ANALYSIS SUMMARIES

A natural and technological analysis has been conducted for the Humboldt City Operational Area. City of Blue Lake recognizes that the planning process must address each hazard that threatens the City. There are three broad categories of hazards: Natural, Technological (man-made) and National Security.

The analysis indicates that the Blue Lake Community is subject, in varying degrees, to the effects of the following

Natural

Earthquake
Extreme Weather
Flooding/Flash Flooding
Landslides/Mud Flows

Technological/National Security

Transportation Accident
Hazardous Material Incident
Interface Wildland Fire
Energy Shortage
Dam Failure
Civil Disturbance Activities
Terrorist Activities
National Security Advisory System

Geography

The City of Blue Lake comprises approximately 2 square miles and is the most easterly incorporated City on highway 299 in Humboldt County. To the west is the City of Arcata. To the east is Trinity and Siskiyou Counties. The City is adjacent to the Mad River, which flows generally from east, northeast to northwest towards the Pacific Ocean. The Mad River is fairly broad, with extensive low lands. Generally, the river flows freely during heavy winter storms, causing damaging floods. The Humboldt Bay Dam upstream from the City influences the River.

Population

Blue Lake City is a small urban community in Humboldt County. The City population is approximately 1200.

EARTHQUAKE

Correction
from were

The primary, large-scale threat to City of Blue Lake is an earthquake. A major earthquake occurring along the California North Coastal Region could result in high casualties, extensive property damage, fires, flooding, tsunami, hazardous material incidents, and other ensuing hazards. The geology of the North Coastal Region is distinct from the rest of California. Geologists and seismologists find the region of special interest because of the Mendocino Triple Junction in Humboldt County, where three plates, the Gorda, the North American, and the Pacific are in contact. The region is part of the Cascadia Subduction Zone (CSZ) and vulnerable to an earthquake up to the 9.0 magnitude range. The Cascadia Subduction Zone runs from the Cape Mendocino area of Humboldt County to north of Vancouver Island off British Columbia, Canada. As evidence of the high potential of seismic activity in the region, the Berkley Seismographic Station catalogues of California seismicity consistently show that the North Coastal Region to be the most seismically active in the state. Historic records indicate that at least 50 damaging earthquakes have occurred since the mid-1800. The intensity recorded at a location will be dependent on the magnitude and type of earthquake, the ground acceleration, duration of the shaking, distance from the epicenter and the type of earth materials that underlie the location. The intensity is *measured* according to the *Modified Mercalli Intensity Scale*, which ranges from I (not felt) to XII (total damage with visible ground surface waves). Of the major historic earthquakes recorded on the North Coastal region, 23 of them have had intensities of VII to VIII. Within this range of intensity, poorly to moderately well designed buildings may suffer structural damage (including partial collapse), liquefaction of some saturated sediments and potential ground rupture. California North Coast Region, specific hazards include:

- Ground failure in the coastal lowlands, resulting in damage to foundations and utility lines. Fire associated with damaged electrical and gas lines.
- Landslides, affecting transportation and communication routes.
- Ground rupture.
- Damage to bridges and overpasses.

MODIFIED MERCALLI INTENSITY SCALE

<i>Intensity</i>	<i>Description</i>
I.	Not felt, Marginal and long-period effects of large earthquakes.
II.	Felt by persons at rest, on upper floors or favorably placed.
III.	Felt indoors. Hanging objects swing. Vibration similar to passing of a light truck. Duration estimated. May not be recognized as an earthquake.
IV.	Hanging objects swing. Vibration similar to passing of a heavy truck, or sensation of a jolt like a heavy ball striking the walls. Standing cars rock. Windows, dishes, doors rattle. Glasses clink. Crockery clashes. In the upper range of IV, wooden walls and frame creak.
V.	Felt outdoors. Direction estimated. Sleepers wakened. Liquids disturbed, some spilled. Small unstable objects displaced or upset. Doors swing, close, open. Shutters, pictures move. Pendulum clocks stop, start, change rate.
VI.	Felt by all. Many frightened and run outdoors. Persons walk unsteadily. Windows, dishes, glassware broken. Knickknacks, books, etc, off shelves. Pictures off walls. Furniture moved or overturned. Weak plaster and masonry cracked. Small bells ring (church/school). Trees, bushes shaken visibly or heard to rustle.
VII.	Difficult to stand. Noticed by drivers. Hanging objects quiver. Furniture broken. Damaged to masonry, including cracks. Weak chimneys broken off at roofline. Fall of plaster, loose bricks, stones, tiles, cornices, also embraced parapets and architectural ornaments. Waves on ponds, water turbid with mud. Small slides and caving in along sand or gravel banks. Large bells ring. Concrete irrigation ditches damaged.
VIII.	Steering of vehicles affected. Damage to masonry C; partial collapse. Some damage to masonry B, none to masonry A. Fall of stucco and some masonry walls. Twisting, fall of chimneys, factory stacks, monuments, towers, and elevated tanks. Frame houses moved on foundations if not bolted down, loose panel walls thrown out. Decayed pilings broken off. Branches broken from trees. Changes in flow or temperature or springs and wells. Cracks in wet ground and on steep slopes.
IX.	General panic. Masonry D destroyed; masonry C heavily damaged, sometimes with complete collapse; masonry B seriously damaged. General damage to foundations. Frame structure, if not bolted, shift off foundations. Frames crack. Serious damage to reservoirs. Underground pipes broken. Conspicuous cracks in ground. In alleviated areas, sand and mud ejected, earthquake fountains, sand craters.
X.	Most masonry and frame structures destroyed with their foundations. Some well-built wooden structures and bridges destroyed. Serious damage to dams, dikes, embankments. Large landslides. Water thrown on banks of canals, rivers, lakes, etc. Sand and mud shifted horizontally on beaches and flat land. Rails bent slightly.
XI.	Rails bent greatly. Underground pipelines completely out of service.
XII.	Damage nearly total. Large rock masses displaced. Lines of sight and level distorted. Objects thrown into the air.

EXTREME WEATHER

City of Blue Lake is susceptible to extreme weather/storm conditions. *Extreme weather/storm* condition is generalized term used to describe thunderstorms, tornadoes, heavy precipitation, high winds, extreme heat or cold, and drought. Extreme weather may cause a variety of damage, depending upon the type of weather situation. Damage may range from temporary power and utility outages due to thunderstorm and high wind activity to the sometimes, although rare, destruction from a tornado. Extreme weather such as a drought can have long-term economic repercussions.

FLOODING/FLASH FLOODING

City of Blue Lake has a varied frontline to the Mad River and secondary blue line streams. The City is laced with numerous streams, creeks and drainages. These creeks and waterways are usually subject to some form of flooding during the annual wet, winter rain season. The degree of flooding is dependent upon topography, vegetation, the duration and intensity of rain and consequent storm water runoff. Winter storms can generate heavy rainfall action along the coastal mountainous areas.

LANDSLIDES

Landslides include all movements of soil, rock or debris as a result of falling, sliding or flowing. The triggering cause may be heavy rainfall or seismic activity. An untimely occurrence of a large earthquake during or soon after a sustained period of moderate to heavy rainfall could produce a landslide problem of monumental proportions. Debris flows and associated storm-triggered landslides have caused most of the deaths and much of the structural damage attributed to land sliding in California. Such incidents have occurred frequently in the past, and as growth and development place more people, more structures and more roadways in areas susceptible to landslides, the potential; destruction and cost of storm related landslides becomes greater and greater. During severe storm activity, debris avalanches and debris flows may be triggered in both rural and urban areas, smashing structures, blocking roads, severing utilities and water supply, and injuring or killing people. Damage control and disaster relief may be required from local agencies, private organizations, and state and federal governments. Emergency operations may be seriously hampered by closure of major highways and main roads and loss of communications. Evacuation of dangerous areas may be necessary. Extensive efforts may be required to rescue trapped persons, recover bodies, remove debris, assist in reestablishing vital public services and utilities, and offer continuing care and shelter to affected persons.

City of Blue Lake lies in a valley with contrasting topographic settings: Steep hills and ridges. The hills and ridges to the east are characterized by very steep slopes and by sharp differences in the strength and stability of the geological materials underlying the surface soils. These differences are generally expressed by the lack or presence of landslide deposits, which are widely but unevenly distributed on the slopes.

Most landslide damage has taken place within pre-existing landslide deposits. City of Blue Lake could be isolated if US Highway 101 and State Highway 299 were impacted by landslides or large debris flow.

Landslides constitute one of the principal hazards to structures, roads, and utilities. A typical soil debris avalanche in Humboldt County involves a few hundred cubic yards of soil and colluvium and is the result of total saturation.

TRANSPORTATION ACCIDENTS

A major transportation emergency involving truck, bus, small plane, helicopter, a number of automobiles or any combination of vehicles can cause casualties and major road blockage. The time of day will compound the problems of traffic control and the ability of emergency response teams to minimize suffering, disability and death by treatment and transportation of victims to hospitals. The main west/east transportation route to the City of Blue Lake is State Highway 299 that travels directly next to the City and other pocket communities. State Highway 299 is heavily used most hours of the day and the control of vehicular traffic in and around will be the primary problem at any time. It will be essential to expedite the flow of emergency response vehicles through the area and divert nonessential traffic. In those cases where emergency traffic movement requirements exceed available road space, traffic must be rerouted with alternate routes and closure points.

HAZARDOUS MATERIALS

The production of and use of hazardous materials has become a normal part of society. A hazardous material is any substance that may be explosive, flammable, poisonous, corrosive, reactive, radioactive, or any combination thereof, because of its quantity, concentration or characteristics. Hazardous materials require special care in handling because of the hazards they pose to public health, safety and the environment.

A hazardous materials incident involves the uncontrolled release of hazardous substance(s) during storage or use from a fixed facility or mobile transport. Releases of hazardous materials can be especially damaging when they occur in highly populated areas or along transportation routes used simultaneously by travelers and hazardous materials transports. Because of the multitude of hazardous substances being transported, incidents are more likely to occur along highways and railways. Fixed facilities do have occurrences of hazardous materials incidents, too. However, stringent facility safety requirements help limit these occurrences at fixed facilities. Fixed facilities include small chemical manufacturing or processing facilities, manufacturing and light industrial facilities.

The agricultural businesses in Humboldt County may also be a source of hazardous materials incidents. Accidental releases of pesticides, fertilizers and other agriculture chemicals may be harmful to the public health, safety and the environment. Another source of hazardous materials incidents is the illegal manufacturing of drugs in clandestine laboratories. In many instances, the residue and hazardous waste from these laboratories are illegally dumped, posing a public health and safety hazard and a threat to the environment.

The State of California designates a CUPA (Certified Unified Program Agency) for each City and certain cities. The CUPA is responsible for writing and updating a Hazardous Materials Area Plan (for the public safety response in the jurisdiction) and providing guidelines for the Business Plan for local businesses designated as handlers of hazardous materials). In Humboldt County, the designated CUPA is the Division of Environmental Services, Public Health Department.

Through a Joint-Powers-Agreement (JPA), Eureka Fire Department provides Hazardous Materials Team emergency response to the City of Blue Lake.

Hazardous material incidents in Humboldt County would most likely occur on surface roadways, streets, US Highway 101 and State Highway 299.

WILDLAND FIRES

California has a wildland fire potential that is found nowhere else on earth. Each year, wildland fires burn thousands of acres of land in the State of California with major destruction. Wildland fire hazards exist in varying degrees throughout Humboldt County. The fire season extends approximately 5 to 6 months, from late spring through fall. Hazards arise from a combination of reasons: the undeveloped and rugged terrain, highly flammable brush-covered land, thunderstorms, and long, dry summers. There are heavy fuel loads, especially in watershed areas unaffected by fire for many years. These slopes are often steep, with narrow twisting roadways and dead ends, which present difficulties for emergency equipment access and evacuation procedures. In ridge top areas, water supplies can be rapidly depleted, hampering fire control efforts. Wildland-Urban interface is a matter of great concern. The aftermath of wildland fire produces a new area of potential landslide as burned and defoliated areas are exposed to winter rains. Humboldt County public facilities would be a designated evacuation point as seen during the 2002 fire season.

ENERGY SHORTAGE

Energy shortage has a potential impact on the City of Blue Lake and the Humboldt Emergency Operational Area. Disruption of current distribution systems for general petroleum products, natural gas and electricity can impose restrictions on the general community. Medical issues addressing life support systems, emergency generator power systems and general response systems can be hampered. Long-term power failure can affect heating systems, along with restrictions and loss of natural gas distribution systems. In the event of a major situation causing a long-term closure of State Highway 299 and US Highway 101, and/or restrictions on available petroleum products for the consumer is imposed, daily community activities would come to a stand still. During spring, summer, and fall months, daily population increases due to influx of travelers and tourists.

Electricity is distributed to the city from an 115,000-volt transmission line traveling east to west. The City electricity distribution system inter-tie originates from several locations including southern Oregon generating plants.

DAM FAILURE

Dam failures can result from a number of natural or manmade causes such as earthquakes, erosion of the face or foundation, improper sittings, rapidly rising floodwaters, and structural/design flaws. Seismic activity may also cause inundation by the action of a seismically induced wave that overtops the dam without causing failure of the dam, but significant flooding downstream. The major dam with the City of Blue Lake in its inundation zone is the R. W. Matthews Dam on the Mad River, in Trinity County approximately 60 miles upstream.

Dam Name:	R.W. Mathews
Lake Name:	Ruth Lake
Dam Owner:	Humboldt Bay Municipal Water District
Telephone:	707-574-6418
Capacity:	48,000 Acre Feet
Height of Dam:	150 feet with a crest of 630 feet.

CIVIL DISTURBANCE

Civil disturbances include incidents that are intended to disrupt a community to the degree that law enforcement intervention is required to maintain public safety. Civil disturbances are generally associated with controversial political, judicial, or economic issues and/or events. The effects of civil disturbances are varied and are usually based upon the type, severity, scope and duration of the disturbance. The effects of civil disturbances include traffic congestion or gridlock, illegal assemblies, disruption of utility service, property damage, and injuries and potentially loss of life.

TERRORISM

Terrorism involves a struggle between competing principles and ideologies below the level of conventional war. Most terrorist activities are bombing attacks. Principal targets include high-populated areas, military personnel and facilities, commercial establishments, and government buildings and property. The effects of terrorist activities can vary significantly, depending on the type, severity, scope, and duration of the activity. Terrorist activities may result in disruption of utility services, property damage, injuries and loss of life. City of Blue Lake may not be considered a "high profile" candidate for terrorist activity, however it must consider that terrorists protesting local/national issues could target or use the area as a test site by groups in preparation for a larger attempt. Geographically, consideration must be given to the State of California entire coastline. Criminals, terrorists, or the mentally deranged could potentially use Weapons of Mass Destruction (WMD). Mass casualties and extensive property damage are the trademarks of weapons of mass destruction, making their detection and prevention a public safety priority. Weapons of mass destruction may come in various forms with the use of chemical, biological, radiological, nuclear, or explosives.

NATIONAL SECURITY ADVISORY SYSTEM

The Federal Homeland Security and California Homeland Security offices have developed and implemented a National Security Advisory System as an effective means to disseminate information regarding the risk of terrorist acts to Federal, State, and Local authorities and the American people.

The Homeland Security Advisory System has been established with five Threat Conditions, each identified by a description and corresponding color. From lowest to highest, the levels and colors are:

Low	= Green	Elevated	= Yellow
Guarded	= Blue	High	= Orange
		Severe	= Red

The higher the Threat Condition, the greater the risk of a terrorist attacks. Risk includes both the probability of an attack occurring and its potential gravity. Threat conditions may be assigned for the entire Nation, or they may be set for a particular geographic area or industrial sector. The Federal and California Homeland Security offices shall review assigned Threat Conditions at regular intervals to determine whether adjustments are warranted. It should be noted that the assignment of a high Threat Condition does not guarantee that a terrorist attack will occur, and the assignment of low condition does not guarantee that an event will not occur. These conditions are only indicators of risk.

The assignment of a Threat Condition shall prompt the implementation of appropriate set of Recommended Actions. These are specific steps individuals, families, schools, business and all levels of government should take to reduce vulnerability or increase the ability to respond during a period of heightened alert.

Each recommended action has been assigned to a specific function within the City of Blue Lake Emergency Management Organization in the event public announcements are made particular to that action.

In addition to the actions listed, individuals and organizations are strongly encouraged to supplement their own individual steps particular or uniquely applicable to their activity or organization.

INCIDENT LIKLIHOOD

DEPARTMENTAL RESPONSIBILITIES

City of Blue Lake departments have specific responsibilities and related activities and actions assigned to them for each identified hazard and threat. Each department is responsible for ensuring coordination with other departments.

OFFICE OF EMERGENCY SERVICES

The City of Blue Lake Office of Emergency Services (OES) is an additional duty and responsibility of the Director of Emergency Services. (City Manager). The duties of the OES function may be shared; however, it must provide a single point of contact for all outside agencies. *(Previously referred to OES Coordinator)*

The City of Blue Lake Office of Emergency Services function is responsible for identifying key management personnel, with alternates, and alternative facilities to conduct government operations, based on the hazard analysis. Each department will be responsible for identifying key departmental personnel with backups and alternates for each position.

HAZARD	FREQUENCY			SEVERITY		
	INFREQUENT	SOMETIMES	FREQUENT	LOW	MODERATE	HIGH
Earthquake		X				X
Extreme Weather			X		X	
Landslides		X			X	
Transportation Accident		X			X	
Hazardous Materials	X					X
Interface Wildland Fire	X					X
Energy Shortage	X			X		
Dam Failure	X			X		
Civil Disturbance	X			X		
Terrorist Activities	X				X	
National Security	X					X

City of Blue Lake Office of Emergency Services is responsible for developing and maintaining an emergency alert list, which will be used to notify the key City personnel. Each department will develop its own departmental alert list, which will be used by dispatch and other departments to alert personnel.

SPECIAL DISTRICTS: Special districts with responsibilities under this plan will coordinate all planning efforts with the City of Blue Lake Office of Emergency Services.

SEMS FUNCTION MATRIX

City of Blue Lake Office of Emergency services has overall responsibility for coordinating the City's response to each identified hazard and threat. Departmental responsibilities are outlined in hazard/threat specific matrices. Typical activities/actions performed during a specific hazard/threat are listed on the vertical axis; and the five Standardized Emergency Management System (SEMS) functions are listed on the horizontal axis. For each activity/action, the departments' assigned responsibilities under this activity/action are listed under the appropriate SEMS function.

The following legend will apply to all the matrices:

<u>MCD:</u>	Management/Command
OPS:	Operations Section
PLN/INTEEL:	Planning/Intelligence Section
LOG:	Logistics Section
FIN/ADMIN:	Finance/Administration Section
FD:	Fire District
SD:	Sheriff Department
ADMIN:	Administration/City Manager/Mayors Office
FIN:	Finance
OES:	Office of Emergency Services
PW:	Public Works
UT:	Utilities
SD:	Special Districts
CS:	Community Services
PU:	Public Utility

(Previous ref was CD)

EARTHQUAKE SEMS-NIMS FUNCTION

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	FD, SD				
Establish Perimeter		FD, SD			
Evacuation		FD, SD		<u>MCD,</u> PW	
Control Status		FD, SD, PW			
Traffic Control		SD, PW			
Crowd Control		SD, PW			
Public Information	SD, FD, OES	SD, FD			
Hazmat Operations		SD, FD, PW			
Notifications		SD, FD			
Communications		SD, FD			
Fire Suppression		FD			
Medical Operations		FD, SD			
Search & Rescue		FD, SD, PW			
EOC Operations	ADMIN	ALL DEPTS	ADMIN	ADMIN	ADMIN, FIN
Initial Damage		FD, SD, PW			
Detailed Damage Assessment		MCD, PW			
Shelter Operations				ADMIN, SD	
Fatalities Mgmt.		PW			
Situation Status Documentation				ADMIN	FINANCE
Volunteer Mgmt.		ADMIN, SD, FD			
Procurement				ADMIN	ADMIN, FIN
Recovery Operations		ALL DEPTS			
Debris Removal		PW			
Facility Restoration		PW			
Utility Restoration		PW			
Public Health		COUNTY			
Mental Health		COUNTY			

EXTREME WEATHER SEMS-NIMS FUNCTION

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	FD, SD				
Establish Perimeter		FD, SD			
Evacuation		FD, SD		MCD, PW	
Control Status		FD, SD, PW			
Traffic Control		SD, PW			
Crowd Control		SD, PW			
Public Information	SD, FD, OES	SD, FD			
Hazmat Operations		SD, FD, PW			
Notifications		SD, FD			
Communications		SD, FD			
Fire Suppression		FD			
Medical Operations		FD, SD			
Search & Rescue		FD, SD, PW			
EOC Operations	ADMIN	ALL DEPTS	ADMIN	ADMIN	ADMIN, FIN
Initial Damage		FD, SD, PW			
Detailed Damage Assessment		MCD, PW			
Shelter Operations				ADMIN, SD	
Fatalities Mgmt.		PW			
Situation Status Documentation				ADMIN	FINANCE
Volunteer Mgmt.		ADMIN, SD, FD			
Procurement				ADMIN	ADMIN, FIN
Recovery Operations		ALL DEPTS			
Debris Removal		PW			
Facility Restoration		PW			
Utility Restoration		PW			
Public Health		COUNTY			
Mental Health		COUNTY			

TRANSPORTATION ACCIDENT SEMS-NIMS FUNCTION

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	FD, SD				
Establish Perimeter		FD, SD			
Evacuation		FD, SD		<u>MCD</u> , PW	
Control Status		FD, SD, PW			
Traffic Control		SD, PW			
Crowd Control		SD, PW			
Public Information	SD, FD, OES	SD, FD			
Hazmat Operations		SD, FD, PW			
Notifications		SD, FD			
Communications		SD, FD			
Fire Suppression		FD			
Medical Operations		FD, SD			
Search & Rescue		FD, SD, PW			
EOC Operations	ADMIN	ALL DEPTS	ADMIN	ADMIN	ADMIN, FIN
Initial Damage		FD, SD, PW			
Detailed Damage Assessment		<u>MCD</u> , PW			
Shelter Operations				ADMIN, SD	
Fatalities Mgmt.		PW			
Situation Status Documentation				ADMIN	FINANCE
Volunteer Mgmt.		ADMIN, SD, FD			
Procurement				ADMIN	ADMIN, FIN
Recovery Operations		ALL DEPTS			
Debris Removal		PW			
Facility Restoration		PW			
Utility Restoration		PW			
Public Health		COUNTY			
Mental Health		COUNTY			

HAZARDOUS MATERIALS SEMS-NIMS FUNCTION

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	FD, SD				
Establish Perimeter		FD, SD			
Evacuation		FD, SD		<u>MCD, PW</u>	
Control Status		FD, SD, PW			
Traffic Control		SD, PW			
Crowd Control		SD, PW			
Public Information	SD, FD, OES	SD, FD			
Hazmat Operations		SD, FD, PW			
Notifications		SD, FD			
Communications		SD, FD			
Fire Suppression		FD			
Medical Operations		FD, SD			
Search & Rescue		FD, SD, PW			
EOC Operations	ADMIN	ALL DEPTS	ADMIN	ADMIN	ADMIN, FIN
Initial Damage		FD, SD, PW			
Detailed Damage Assessment		<u>MCD, PW</u>			
Shelter Operations				ADMIN, SD	
Fatalities Mgmt.		PW			
Situation Status Documentation				ADMIN	FINANCE
Volunteer Mgmt.		ADMIN, SD, FD			
Procurement				ADMIN	ADMIN, FIN
Recovery Operations		ALL DEPTS			
Debris Removal		PW			
Facility Restoration		PW			
Utility Restoration		PW			
Public Health		COUNTY			
Mental Health		COUNTY			

DAM FAILURE SEMS-NIMS FUNCTION

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	FD, SD				
Establish Perimeter		FD, SD			
Evacuation		FD, SD		<u>MCD</u>, PW	
Control Status		FD, SD, PW			
Traffic Control		SD, PW			
Crowd Control		SD, PW			
Public Information	SD, FD, OES	SD, FD			
Hazmat Operations		SD, FD, PW			
Notifications		SD, FD			
Communications		SD, FD			
Fire Suppression		FD			
Medical Operations		FD, SD			
Search & Rescue		FD, SD, PW			
EOC Operations	ADMIN	ALL DEPTS	ADMIN	ADMIN	ADMIN, FIN
Initial Damage		FD, SD, PW			
Detailed Damage Assessment		<u>MCD</u>, PW			
Shelter Operations				ADMIN, SD	
Fatalities Mgmt.		PW			
Situation Status Documentation				ADMIN	FINANCE
Volunteer Mgmt.		ADMIN, SD, FD			
Procurement				ADMIN	ADMIN, FIN
Recovery Operations		ALL DEPTS			
Debris Removal		PW			
Facility Restoration		PW			
Utility Restoration		PW			
Public Health		COUNTY			
Mental Health		COUNTY			

INTERFACE WILDLAND FIRE SEMS-NIMS FUNCTION

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	FD, SD				
Establish Perimeter		FD, SD			
Evacuation		FD, SD		<u>MCD</u> , PW	
Control Access		FD, SD, PW			
Traffic Control		SD, PW			
Crowd Control		SD, PW			
Public Information	SD, FD, OES	SD, FD			
Hazmat Operations		SD, FD, PW			
Notifications		SD, FD			
Communications		SD, FD			
Fire Suppression		FD			
Medical Operations		FD, SD			
Search & Rescue		FD, SD, PW			
EOC Operations	ADMIN	ALL DEPTS	ADMIN	ADMIN	ADMIN, FIN
Initial Damage		FD, SD, PW			
Detailed Damage Assessment		<u>MCD</u> , PW			
Shelter Operations				ADMIN, SD	
Fatalities Mgmt.		PW			
Situation Status Documentation				ADMIN	FINANCE
Volunteer Mgmt.		ADMIN, SD, FD			
Procurement				ADMIN	ADMIN, FIN
Recovery Operations		ALL DEPTS			
Debris Removal		PW			
Facility Restoration		PW			
Utility Restoration		PW			
Public Health		COUNTY			
Mental Health		COUNTY			

**ENRGY SHORTAGE
SEMS-NIMS FUNCTION**

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	SD				
Public Info	SD, ADMIN, FD				
Notifications		SD, FD, PW			
Communications		SD			
Medical Operations		FD			
Situation Status	SD, ADMIN				
Documentation	SD				

CIVIL DISTURBANCE SEMS-NIMS FUNCTION

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	FD, SD				
Establish Perimeter		FD, SD			
Evacuation		FD, SD			
Control Status		FD, SD, PW			
Traffic Control		SD, PW			
Crowd Control		SD, PW			
Public Information	SD, FD, OES	SD, FD			
Hazmat Operations		SD, FD, PW			
Notifications		SD, FD			
Communications		SD, FD			
Fire Suppression		FD			
Medical Operations		FD, SD			
Search & Rescue		FD, SD, PW			
EOC Operations	ADMIN	ALL DEPTS	ADMIN	ADMIN	ADMIN, FIN
Initial Damage		FD, SD, PW			
Detailed Damage Assessment		<u>MCD</u> , PW			
Shelter Operations				ADMIN, SD	
Fatalities Mgmt.		PW			
Situation Status Documentation				ADMIN	FINANCE
Volunteer Mgmt.		ADMIN, SD, FD			
Procurement				ADMIN	ADMIN, FIN
Recovery Operations		ALL DEPTS			
Debris Removal		PW			
Facility Restoration		PW			
Utility Restoration		PW			
Public Health		COUNTY			
Mental Health		COUNTY			
Basic Plan		29			April 2006

TERRORIST ACTIVITIES SEMS-NIMS FUNCTION

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	FD, SD				
Establish Perimeter		FD, SD			
Evacuation		FD, SD			
Control Status		FD, SD, PW			
Traffic Control		SD, PW			
Crowd Control		SD, PW			
Public Information	SD, FD, OES	SD, FD			
Hazmat Operations		SD, FD, PW			
Notifications		SD, FD			
Communications		SD, FD			
Fire Suppression		FD			
Medical Operations		FD, SD			
Search & Rescue		FD, SD, PW			
EOC Operations	ADMIN	ALL DEPTS	ADMIN	ADMIN	ADMIN, FIN
Initial Damage		FD, SD, PW			
Detailed Damage Assessment		<u>MCD, PW</u>			
Shelter Operations				ADMIN, SD	
Fatalities Mgmt.		PW			
Situation Status Documentation				ADMIN	FINANCE
Volunteer Mgmt.		ADMIN, SD, FD			
Procurement				ADMIN	ADMIN, FIN
Recovery Operations		ALL DEPTS			
Debris Removal		PW			
Facility Restoration		PW			
Utility Restoration		PW			
Public Health		COUNTY			
Mental Health		COUNTY			
<i>Basic Plan</i>		30			<i>April 2006</i>

**NATIONAL SECURITY
SEMS-NIMS FUNCTION**

Activity	Management Command	Operations	Planning Intelligence	Logistics	Finance Administration
Incident Command	SD				
Public Info	SD, ADMIN, FD				
Notifications		SD, FD			
Communications		SD			
Situation Status		ALL DEPTS			
Documentation		SD			

STANDARD OPERATING PROCEDURES

The City of Blue Lake Emergency Plan is always in an updating state. There is always constant on-going motion in updating departmental standard operating procedures (SOP) and SEMS/NIMS sections, branches and units with changes and updates as personnel change and new resources are acquired. Upon completion, each new or updated SOP will become part of this plan by reference (Annex D). Standard Operating Procedures will contain, in detail, those actions that are necessary to fulfill the SEMS/NIMS functional responsibilities under this plan. Each of the Standard Operating Procedures will include information such as increased readiness activities, procedures for recalling departmental personnel, disaster assignments, and resource lists. Under a heading for each SEMS/NIMS section, branch or unit, a descriptive list of what specific information will be in the SOPs is provided in the foregoing to assist in developing and updating SOPs.

(Previously City Emerg. Coord.)

Once the SOPs are completed, they must be reviewed by the Director of Emergency Services and the Humboldt Emergency Operational Area Coordinator to ensure that the SOPs are consistent with current City/County Ordinances, rules, regulations, procedures and State law. During emergency response, strict adherence to the SOPs by departments is not required. Departments may deviate from SOPs to respond to unique needs in a particular response. Major variation from procedures shall be coordinated with the Emergency Operations Center (EOC).

Administration

Increased Readiness Phase:

(Clarify)

- Develop procedures for reviewing and updating standard operating procedures for Administration, City Manager, and Mayor.
- In coordination with OES, identify alternate government facilities, including an alternate Emergency Operations Center.
- In coordination with the Office of Emergency Services, develop the process and procedure for increasing public information releases.
- In coordination with the Office of Emergency Services, develop the process and procedures for recruiting volunteers and additional staff, including the procedure for registering them as Disaster Service Workers.

Increased Response Operations:

- In coordination with the Fire District, Sheriff's Department, and the Office of Emergency Services, develops procedures to disseminate warnings, emergency public information, and instructions to citizens.
- In coordination with the Office of Emergency Services, develop draft language for declaring a local emergency, including instructions on how to request concurrence from the Director of the Governor's Office of Emergency Services, how to request a gubernatorial proclamation of a state of emergency, and how to request a presidential declaration. Include in the procedures the benefits of such proclamations and any additional actions that may be required after a proclamation.

Extended Response Operations:

- In coordination with the Office of Emergency Services, develop the process and procedure for declaring a local emergency.
- In coordination with the Office of Emergency Services, develop the process and procedure for disseminating emergency public information.
- Develop procedures for protecting, controlling, and allocating vital resources.
- Develop the process for communicating with the Disaster Council.

Recovery Operations:

- In coordination with the Office of Emergency Services, develop the procedures and processes used for recovery operations.
- Develop procedures for continuing government operations, including the identification of alternate sites and succession of City leadership.

City Office of Emergency Services
(Director of Emergency Services or his/her designee)

(added)

Increased Readiness:

- Review and update City of Blue Lake Office of Emergency Services SOPs.
- Check and expedite any repairs to the EOC and equipment, including testing all emergency systems. Review procedures for pre-positioning resources and equipment.
- Review and update processes and procedures for briefing City Manager, Mayor, and employees of the impending emergency/disaster situation.

- Coordinate with Administration/City Manager's Offices to review and revise the process and procedures for increasing public information releases.
- Coordinate with Administration/City Manager's Office, the process and procedure for recruiting volunteers and additional staff, including the procedure for registering the volunteers as Disaster Service Workers.
- Prepare to mobilize volunteers and staff for assistance.
- In coordination with the Sheriff's Department and the Fire District, test the process for managing incidents at the field level, using the Incident Command System.
- Determine which state and federal agency could be operating in the field and make initial contact.
- In coordination with the Fire District and the Sheriff's Department test the process for communicating with and directing the central dispatch center, including the activation of the Emergency Alert List.
- Review maps of specific hazards (i.e., flood inundation zones, waterways during Haz/Mat releases, etc.) to be used by various departments and emergency responders.
- Revise Emergency Operations Center (EOC) standard operating procedures (SOPs), based on new conditions.

Initial Response Operations:

- In coordination with the Fire District, Sheriff's Department, and Administration/City Manager's Office, develops procedures to disseminate warnings, emergency public information, and instructions to City of Blue Lake residents.
- In coordination with Administration/City Manager's Office, develop procedures for drafting and declaring a local emergency, including how to request a concurrence from the Director of the Governor's Office of Emergency Services, how to request a gubernatorial proclamation of a state of emergency, and how to request a presidential declaration.

Extended Response Operations:

- In coordination with Administration/City Manager's Office, develop the process and procedure for maintaining a local emergency for an extended period of time. Develop the process and procedure for responding to media inquiries for the duration of the emergency.

- Develop procedures for the activation, operation, and deactivation of the City of Blue Lake Emergency Operations Center (EOC) and SOPs.
- Develop procedures and the process for communicating with the Humboldt Operational Area, surrounding jurisdictions, and special Departments serving City of Blue Lake.

Recovery Operations:

- Develop procedures for the organization and preparation of the after-action report. In coordination with the Finance Division and Administration, develop the procedures and processes used for recovery operations. Develop procedures for applying for state and federal disaster assistance programs. *Previously Community Dev. Department*
- In coordination with Public Works and City Planner, identify the process for conducting and analyzing potential hazard mitigation projects. In coordination with the Fire District, identify any residual hazards resulting from the emergency or disaster.

Sheriff's Department

Increased Readiness:

- Identify key management, with two alternates per position, and develop list. Identify alternative government facilities, based on the hazard situation. Develop procedures for reviewing and updating Sheriff's Department SOP. Identify the process and develop procedures for checking critical sheriff's department facilities and equipment, including testing systems.
- Develop procedures for mobilizing Sheriff's Department personnel and pre-positioning resources and equipment. In coordination with the Fire District, develop process and procedures to warn threatened areas of the community. In coordination with the Fire District and the Office of Emergency Services, develop a process for managing incidents, at the field level, using the Incident Command System.

Initial Response Operations:

- In coordination with the Fire District, Office of Emergency Services, and Administration/City Manager's Office, develops procedures to disseminate warnings, emergency public information, and instructions to City of Blue Lake residents.
- Develop procedures for responding to:
 - ☐ National Security Threat Level System
 - ☐ Civil Disturbance Activities
 - ☐ Terrorist Activities
 - ☐ Earthquake
 - ☐ Extreme Weather
 - ☐ Flooding/Flash Flooding

- ❑ Landslides
 - ❑ Transportation Accident
 - ❑ Hazardous Material Incident
 - ❑ Interface Wildland Fire
 - ❑ Dam Failure
- Develop procedures for initiating:
 - ❑ “ Windshield survey ” damage assessment following an immediate impact.
 - ❑ Perimeter management, including access control
 - ❑ Isolating the incident, and controlling access to the incident
 - ❑ Requesting and activating law enforcement mutual aid system
 - ❑ Operations to safeguard evidence.
- Develop procedures for evacuations and movement operations, traffic and crowd control operations, including the identification of evacuation routes, evacuation reception areas, shelter locations, and security.
- Take into consideration specific planning requirements that are identified within the hazard analysis, in particular for human safety elements. Ensure that all items under the American with Disabilities Act are covered for evacuation and movement operations.

Extended Response Operations:

- Develop the process and concept of operations for EOC operations, including the communication and coordination protocol between the field and EOC personnel.
- In coordination with the Humboldt County Coroner, develop procedures for managing fatalities.

Blue Lake Fire District

Increased Readiness:

- Develop procedures for reviewing and updating Fire District emergency and disaster response SOPs.
- Identify the process and develop procedures for checking critical Fire District facilities and equipment, including testing systems.
- Develop procedures for mobilizing Fire District personnel and pre-positioning resources and equipment.
- In coordination with the Sheriff’s Department and the Office of Emergency Services, develop a process for managing incidents, at the field level, using the Incident Command System.

- In coordination with the Office of Emergency Services and the Sheriff's Department, develop a process for communicating with and directing the central dispatch center, including the activation of the Emergency Alert List.
- In coordination with the Sheriff's Department, develop the process and procedures to warn threatened elements of the population.
- Ensure that hazardous material procedures are consistent with the Humboldt County Hazardous Materials Area Plan.

Initial Response Operations:

- In coordination with the Sheriff's Department, Office of Emergency Services, and Administration/City Manager's Office, develops procedures to disseminate warnings, emergency public information, and instructions to City of Blue Lake residents.
- Develop procedures for responding to and managing:
 - Transportation Accidents
 - Hazardous Material Incidents
 - Earthquakes
 - Extreme Weather
 - Flooding/Flash Flooding
 - Landslides
 - Interface Wildland Fire
 - Major Structure Fires
 - Dam Failure
 - National Security Threat Level System
 - Law Enforcement Support – Civil Disturbance Activities
 - Law Enforcement Support – Terrorist Activities
- Develop procedures for initiating:
 - Implementing Incident Action Plans
 - "Windshield survey" damage assessment following major impact
 - Medical operations, including triage operations
 - Needs assessment, activation of the Fire-Rescue mutual aid system
 - Rescue operations, including swift water rescues
 - Evacuation and Urban Search & Rescue
 - Medical Care/Triage and injured treatment coordination
- Take into consideration specific planning requirements identified in the hazard analysis, in particular for hazardous materials.

Extended Response Operations

- Develop the process and concept of operations for the Fire-Rescue Branch during Emergency Operations Center activation, including the communication and coordination protocol between the field and EOC fire personnel.

Public Works Department***Increased Readiness:***

- Develop procedures for reviewing and updating Public Works SOPs.
- Identify the process and develop procedures for checking critical Public Works facilities and equipment, including testing systems. Develop procedures for mobilizing Public Works personnel and pre-positioning resources and equipment.

Initial Response Operation:

- Develop procedures for responding to:
 - ❑ Earthquake
 - ❑ Extreme Weather
 - ❑ Flooding
 - ❑ Landslides/Mud Flows
 - ❑ Transportation Accidents
 - ❑ Hazardous Material Incident
 - ❑ Fire District Support
 - ❑ Law Enforcement Support
- Develop procedures for initiating:
 - ❑ Damage assessment operations for critical facilities, including infrastructure
 - ❑ Repair and restoration activities for damaged facilities and infrastructure
 - ❑ Debris removal operations
 - ❑ Flood fighting activities and sand bagging operations
 - ❑ Hazardous waste clean up and disposal operations
 - ❑ Clearing and shoring operations for landslide and/or mudflow areas
 - ❑ Request for public works mutual aid.

Extended Response Operations:

- In coordination with the Office of Emergency Services, develop the process and procedure for declaring a local emergency.
- In coordination with the Office of emergency Services, develop the process and procedure for disseminating emergency public information.

- Develop procedures for protecting, controlling, and allocating vital resources.
- Develop the procedure for restoring vital services. Determine need for mutual aid and/or private contractors.

Recovery Operations:

- In coordination with the Finance Division and the Office of Emergency Services, develop the procedures and processes used for recovery operations.
- In cooperation with the *previously Planning Department* City Planner, consider changes to current building codes, to include non-structural hazard mitigation.
- Develop procedures for continuing government operations, including the identification of alternate sites for the succession of City leadership.

City Clerk

Increased Readiness:

- Develop procedures for reviewing and updating Finance Division SOPs. Develop procedures for protecting vital records. Establish procedures and process for documenting the financial costs for disaster response and recovery related expenses.
- Establish procedures for manual accounting in the event computer systems fail.

Extended response Operations:

- Develop procedures for procuring emergency resources to sustain operations.
- Implement the procedure for documenting the financial cost of disaster response and recovery operations (a disaster accounting system).

Recovery Operations:

- In coordination with the Office of Emergency Services and Administration, develop the procedures and processes used for recovery operations.
- Develop the process and procedure for tracking employees' time and issuing paychecks during disaster operations.
- Develop process and the procedures for submitting and processing workman compensation claims

Community Support Agencies

Increased Readiness:

- Develop procedures for reviewing and updating division SOPs.
- Identify the process and develop procedures for checking critical support facilities and equipment, including testing systems.
- Develop procedures for mobilizing division personnel and pre-positioning resources and equipment.

Initial Response Operation:

- Develop procedures for responding to:
 - ❑ Earthquake
 - ❑ Extreme Weather
 - ❑ Flooding
 - ❑ Landslides/Mud Flows
 - ❑ Transportation Accidents
 - ❑ Hazardous Material Incident
 - ❑ Fire District Support
 - ❑ Law Enforcement Support
- Develop procedures for initiating:
 - ❑ Damage assessment operations for critical facilities, including infrastructure
 - ❑ Repair and restoration activities for damaged facilities and infrastructure
 - ❑ Hazardous waste clean up and disposal operations

Extended Response Operations:

- In coordination with the Office of Emergency Services, develop the process and procedure for declaring a local emergency.
- In coordination with the Office of emergency Services, develop the process and procedure for disseminating emergency public information.
- Develop procedures for protecting, controlling, and allocating vital resources.
- Develop the procedure for restoring vital services.
- Determine need for mutual aid and/or private contractors.

Recovery Operations:

- In coordination with the Finance Division and the Office of Emergency Services, develop the procedures and processes used for recovery operations.
- In cooperation with the Planning Department, consider changes to current building codes, to include utility systems hazard mitigation.

GENERAL EMERGENCY MANAGEMENT

City of Blue Lake is located in the Humboldt Operational Area. City of Blue Lake is part of the Governor's Office of Emergency Services (OES) Coastal Region. The city emergency management organization follows the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

Response procedures for emergencies have been practiced during actual situations. The Standardized Emergency Management System is incorporated into exercises; however, City department personnel and community base organizations require on-going additional training.

ORGANIZATION

The City of Blue Lake City Council established the City of Blue Lake Emergency Organization comprising of community organizations, volunteers and departmental personnel therein and designated the City Manager as lead authority for the City..

(Eliminate section pertaining to Disaster Council)
The City of Blue Lake City Council has created the Director of Emergency Services and assigned the City Manager to serve as said Director of Emergency Services. *(Clarity/update)*

The City of Blue Lake City Council does not exercise any *Command and Control* authority over emergency operations. However, it is up to the City Council to determine if a Local Proclamation of Emergency exists and then confirms the Director of Emergency Services proclamation or proclaims the emergency.

The City of Blue Lake City Council shall coordinate its liaison activities with the community and other jurisdictions with the Incident Commander by using the Incident Command System guidelines.

The Director of Emergency Services is responsible for implementing and managing the Emergency Operational Area Plan (EOP).

Under the City of Blue Lake emergency organization, departments and agencies have specific roles and responsibilities for certain functions.

EMERGENCY OPERATIONS PLAN (EOP)

This Emergency Operational Plan is dated April 2006, was updated September 28, 2010 and rewritten and adopted on _____ 2016. It shall be updated annually to meet the California Standardized Emergency Management System and National Incident Management System guidelines.

CITY EMPLOYEES AS DISASTER SERVICE WORKERS (DSW)

California Government Code Section § 3100 provides that all public employees, by the fact of being paid as public employees, are Disaster Service Workers (DSW) during a disaster, State of Emergency, State of War Emergency or Local Emergency. Public employees may be instructed by their employer to carry out disaster related activities within the course and scope of their employment.

EMERGENCY ACTION PLAN (EAP)

California Code of Regulations, Title 8, General Industry Safety Orders, Section § 3220, and City Ordinance No. 225 require each department and facility to prepare a disaster Emergency Action Plan (EAP). This plan is for internal departmental response to any emergency and will ensure that employees are trained in their individual assignment under the plan.

The plan shall include a notification to city employees detailing the requirements and responsibilities of being Disaster Service Workers, methods for all-hours call-up and accountability during an emergency, and require general overview training in the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS) and in the Incident Command System (ICS).

The Emergency Action Plan shall be updated by the departments at least annually or as needed. The City Manager's Office shall coordinate this planning effort.

AUTHORITIES

The following provides emergency management laws and authorities for conducting and/or supporting emergency operations:

CITY OF BLUE LAKE*(Updated)*

- Ordinance No. 462 adopting City of Blue Lake Emergency Procedures for expenditures and delegating of power to the City Manager, dated April 9, 2002
- Ordinance No. 511 An Ordinance Of The City Of Blue Lake, California Adopting The City Of Blue Lake Emergency Operations Plan, Defining An Emergency, Appointing A Director Of Emergency Services, And Repealing Ordinance No. 255
- Resolution No. 1071: A Resolution of the City Council of the City of Blue Lake approving and update of the City of Blue Lake Emergency Operations plan.

COUNTY OF HUMBOLDT

- Ordinance No. 2203, relating to Emergency Organization and Functions of the Humboldt County Disaster Council, by the Board of Supervisors, dated March 21, 2000.
- Resolution No. 370 of the Board of Supervisors of the County of Humboldt relative to Workers' Compensation Insurance for Registered Volunteer "Disaster Service Worker's, dated June 27, 1949.
- Resolution of the Board of Supervisors of the County of Humboldt adopting the California Disaster and Civil Defense Master Mutual Aid Agreement dated December 1, 1950.
- Resolution of the Board of Supervisors of the County of Humboldt adopting the Humboldt County Emergency Operations Plan dated June 25, 2002.

STATE OF CALIFORNIA

- California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code).
- Standardized Emergency Management Systems (SEMS) regulations (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations) and (California Government Code § 8607 ET section.
- Hazardous Materials Area Plan Regulations, (Chapter 4 of Division 2, Title 19, Article 3, § 2720 – 2728 of the California Code of Regulations) and (California Health and Safety Code, Division 20, Chapter 6.95, Section § 25503.5).
- California Department of Water Resources Flood Control (California Water Code § 128).
- Orders and Regulations, which may be selectively promulgated by the Governor during a *STATE OF EMERGENCY*.
- Orders and regulations, which may be selectively promulgated by the Governor to take, affect upon the Existence of a *STATE OF WAR*.

FEDERAL

- Federal Civil Defense Act of 1950 (Public Law, as amended).
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended).
- Army Corps of Engineers Flood Fighting (Public Law 84-99)